

**CALL TO ORDER:** Chairperson Pete Lincoln called the meeting to order at 9:30 a.m.

**Present:** Pete Lincoln (Chairperson), Susan Doherty (Director) Jacquelyn Dwyer, Brian Guenard , Debbie Lincoln, Sarah Grant, Diane Nowd, Betty DiGiacomo, Kevin McNally, Judy Tarbell, Cheryl Moisan, and Jane Rabbitt.

**GUESTS:** Cheryl Aubuchon, Eagle House Supporters, Karin Menard, Finance Committee.

**ANNOUNCEMENTS:**

Mr. Lincoln asked the board for a moment of silence to reflect on Jane Carlson's passing.

Mr. Lincoln gave kudos to Outreach Coordinator Faith Anderson's "delightful" Putting on the Ritz party at the Eagle House, and also said that he heard negative feedback that some people claimed they didn't know anyone at the party. Mr. Lincoln expressed that having new people at the Eagle House is exactly what the board wants to see.

Mr. Lincoln also expressed that he was pleased with the New Year's Eve BINGO celebration.

Mrs. Lincoln expressed her desire to have Eagle House announcements made by the COA's Board of Selectmen liaison Phyllis Luck, but Ms. Luck did not attend this COA meeting.

**MINUTES APPROVAL:** Betty DiGiacomo motioned to approve the minutes from the December 8, 2015 meeting, Ms. Dwyer seconded. On vote, motion carried unanimously.

**CURRENT BUSINESS:**

**1. Director's Report:**

- **Fiscal Year 2017 Budget:** Ms. Doherty said that she stuck with the Town Manager's recommended bottom line, but did shift funds around to cover more hours for the Outreach Coordinator, postage costs, office supplies, and staff training. Mrs. Lincoln moved to accept the COA FY 2017 budget as presented, Mr. Lincoln seconded, on vote motion carried unanimously.
- **Property Tax Work-Off Committee:** Ms. Doherty reported that there are 11 applications and 9 departments looking to fill positions for the Senior Property Tax Work-Off program. The committee is scheduled to meet on Jan. 8 to discuss the applications.
- **Building Repair:** Nothing to report.
- **RUOK Program/Grant:** Ms. Doherty reported that she's still waiting on the status of the grant, but is confident it will be awarded.
- **Fitchburg State University Community Read:** On Feb. 16 at 2 p.m., the Eagle House will host a discussion on the book *I Am Malala* by Malala Yousafzai. The Community Read is a collaborative effort of the Eagle House, the Lunenburg Public Library, and FSU. In March, in honor of Women's History Month, a documentary on the book will be shown at the library.

- **Capital Plan:** Ms. Doherty attended a meeting at Town Hall with department heads and the Town Manager, where she found out that all COA capital plan requests, no matter the cost, should be submitted to the DPW director for consideration.
- **Eagle House Walkway:** After the first storm of the season, the new walkway was not cleared by the DPW. Ms. Doherty reported that after communication via email with the DPW Director, the walkway will now be added into the town's snow removal rotation. Ms. Dwyer suggested finding a non-skid coating for the walk-way so people won't slip. Mr. Lincoln suggested the COA scale back on Eagle Scout projects in the future. Ms. Rabbitt suggested forwarding requests for projects to the Conservation Commission.
- **Eagle House Recreation Area:** Mr. Lincoln reported that the shed for outdoor equipment is complete and he wishes to paint the inside. Mr. Lincoln said he'd like to invest in a drag mat for the bocce court as raking after each game is cumbersome, and that the rake should only be used after heavy rains, or when the court becomes uneven.
- **Surplus Kitchen Equipment:** Ms. Doherty reported that there is a steam table, hot dog roller, and pizza oven taking up needed space in the Eagle House kitchen. Ms. Doherty explained she has spoken with the director of facilities and grounds for Lunenburg Public Schools and she's waiting to hear back from him. Ms. Dwyer commented that the Music Aiders, which is a fundraising group for the schools' music programs, could probably use the equipment.
- **Current Events:** A new My Senior Center touch-screen computer monitor is slated to be delivered to the Eagle House on Jan. 14. Ms. Doherty explained that there was a surplus in the Montachusett Opportunity Council (MOC) Nutrition line in fiscal year 2016 to aid in funding for the new monitor.

The Ice Safety program presented by Lunenburg Fire Department Chief Patrick Sullivan on a Wednesday night brought some newcomers into the building. Ms. Doherty commented that by staying open later the Eagle House can attract new groups of people.

The Winter Open House is scheduled for Jan. 20 from 5:30 to 7:00 p.m. Ms. Doherty also hopes to attract new vendors to the Eagle House to add to evening activities. River Terrace will be providing a light supper for the event.

The LHS National Honor Society (NHS) has volunteered to help seniors with their shoveling this winter. Device Day is Feb. 16, from 10 a.m. to 1 p.m. the NHS will be at the Eagle House to help people with their technological devices.

Feb. 1, AARP Tax Assistance begins at 8:30 a.m. Two representatives will be present on Mondays throughout February. Most appointments are already filled.

Feb. 23 at 12 p.m. River Court will host the Red Dress Gala. Keynote Speaker Margaret Perras will discuss heart health. Salad and sandwiches will be provided. The event is free.

Pevnar 13 Pneumonia shots will be given by Hannaford Pharmacy on February 18, from 9 a.m. to 12 p.m. The shots are for seniors age 65 and older only. Medicare B and D cards will be needed to ensure coverage.

March 22, a docufilm on Rick Stepton will be shown at the Eagle House. The film was created by Judith Lindstedt, who also teaches Stretch and Tone on Wednesday mornings at the Eagle House.

**NOTICES & COMMUNICATIONS:** Ms. Doherty reported that the evening arts and crafts instructor has decided to take the months of February and March off, and might return in April. Finance Committee liaison Karin Menard volunteered to teach some craft classes in the meantime.

Ms. Menard also offered to help advertise the COA's intergenerational programs on the Lunenburg Schools' and Community Facebook page.

**BOARD COMMENT:** Mr. Lincoln said he appreciated the advice given by two other board members on how to stay healthy during the winter months.

**PUBLIC COMMENT:** Ms. Doherty gave a special thank you to the Eagle House staff in the February newsletter as a response to an individual approaching the Board of Selectmen about the lack of transportation available to him when the Eagle House is closed. Ms. Doherty explained that the van service has transported the individual at least 33 times since July 1, 2015.

**ADJOURNMENT:** At 10:32 a.m. Ms. DiGiacomo moved to adjourn the meeting, Ms. Dwyer seconded. On vote, motion carried unanimously.

**NEXT MEETING:** Tuesday, February 9, 2016

Respectfully Submitted

Amanda Koeck